

Worst Case Scenario 1: You're a long-standing CHC chair and you want to step down but no one wants the chair position. What can you do to cultivate new leadership?

Best Case Outcome 1: That the CHC chair finds and trains multiple people to pursue leadership positions and one willing to take the chair role.

1. Gather information — *What information do we need before taking action?*

- What are the current responsibilities of the CHC chair?
- Is the expectation for the new chair to maintain all current responsibilities or will new chair be able to lead in a different way and change the workload to some degree?
- What are some reasons that people are disinterested in taking on the chair position?
- Have appointees been asked why they aren't interested in the chair position?
- Does the current chair perform the bulk of the work or does the chair delegate to create equitable workloads and allow other appointees to learn how to lead?
- Have efforts been made to make the chairperson job more desirable/more achievable?

2. Consider relationships — *What to keep in mind to maintain respectful relationships?*

1. Some individuals will be comfortable discussing succession planning and change.
2. Choosing new chair isn't solely the chair's responsibility, but the chair must be proactive about supporting change.
3. Long-time chairs typically volunteer an inordinate number of volunteer hours. Because of this sizable contribution, chairs may have ownership attachments to the role that may affect their ability to hand over the chair role.
4. Different generations have different understandings and requirements of leadership roles, which may affect one's willingness to take on the workload of the current chair.

3. Make a plan — *What actions should be taken to accomplish best case outcome?*

1. Develop an emergency succession plan for chairperson.
2. Ask fellow appointees why they are reluctant to take over chair position.
3. Create job description/duties of existing CHC chairperson—distinguish what a chair must do from what the current chair wants to do.
4. Using list of chair duties, identify duties that could be delegate duties to other appointees.
5. Highlight the benefits and rewards of leadership on a regular basis—maybe access to special training, etc.
6. Invest time in training new leaders, not just replacing leaders.
7. Create opportunities for fellow appointees to share the load and manage projects. This will lighten the chair's workload and train future leaders.
8. Make succession planning a priority to maximize the potential for organizational stability and longevity.